### Western New Mexico University
#### Board of Regents

<table>
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<tr>
<th>Policy Name:</th>
<th>Museum Copyright Policy</th>
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| Approving Body and Date: | Board of Regents  
Adopted February 12, 1993 |
| Responsible Department: | Board of Regents |
| Purpose: | Copyright and Reproduction Permission of Museum Objects/Exhibits |

**Policy:** The WNMU Museum contains a significant collection of historical artifacts from New Mexico, including a large collection of Mimbres pottery. The President, in consultation with the Director of the Museum, shall develop a policy for protecting the copyright of the Museum’s objects and exhibits, subject to the following guidelines:

1. A credit line must appear with each image as follows: Courtesy of Western New Mexico University Museum. If the collection name or photographer name are furnished with the reproduction they must be included in the credit line.

2. Authors of publications in which reproduction of Museum related images appear must provide, without charge, two copies of the publication to the Museum. The makers of films and videos in which images of Museum objects appear must provide, without charge, two copies of these publications for the Museum.

3. Negatives of photographs produced by the Museum will be retained by the Museum will be retained by the WNMU Museum and will be kept in the Museum’s files.

4. The Museum shall reserve the right to limit the number of copies and to restrict the use of reproduction of rare or valuable items.

5. The Museum shall not grant an exclusive privilege to a user and shall reserve the right to make the image(s) available to others.